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H. G. Weil 163 Candlewick Lane Bridgewater, N.J. 08807



January 31, 1989

Ms. Janet Feldstein U.S. EPA Region II Site Compliance Branch 26 Federal Plaza, Room 747 New York, N.Y. 10278

SUBJECT: <u>SCP/CARLSTADT SITE, FS/FOU</u>

Dear Ms. Feldstein:

This letter is written in response to Mr. Basso's letter to me dated January 12, 1989, expressing concern for the management of the work being done for the preparation of the Operable Unit 1 FS.

The SCP Committee has had some of the same concerns, and is taking those steps necessary to insure that the report is submitted on schedule. The quality of our submittals also is a matter of great importance, and ERM's reputation for high quality work was a major reason for their selection to do this work. In order to assure a sound Management Program, I instructed ERM to prepare for me a detailed schedule showing how the Bar Chart Schedule in the work plan would be achieved. Also, I instructed Ron Fender, ERM Director, and his superior, Al McGregor, to put at least two more people on the task group, assign a professional scheduler to develop the detailed schedule, and discussed management techniques to improve productivity.

After our meeting in Edison on January 23, 1989, ERM demonstrated their commitment to the project by taking the following additional steps:

- 1. Kent Patterson, President of ERM, has become personally involved. He will assure that requested resources are made available, and will take part in the management of the work.
- 2. The best talent in ERM has been pulled away from whatever they are working on and assigned to this task group.
- 3. One of these people will have the role of QA/QC.

Furthermore, a subcommittee of our Technical Committee has been formed to provide closer overview and control of ERM's work.

Both the PRP group and the management of ERM continue to be pledged to give you a top quality Operable Unit 1 FS. I believe that the actions described above will enable us to conduct timely review of quality documents submitted in a timely fashion during our bi-weekly meetings, and ensure the timely submission of the Operable Unit I FS.

Very truly yours,

H. G. Weil

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